

ADPICS 8010 ADVICE OF CHANGE

Once departments can create new fiscal year purchase orders and requisitions, it is important to pay close attention to the effective date when creating an Advice of Change.

The ADPICS 8010 Advice of Change screen defaults to the current date. If the user is changing a new fiscal year order, you must change the effective date to October 1 on the ADPICS 8010 Advice of Change screen.

If the effective date is not changed, when the final payments are made, the encumbrance will not liquidate properly.

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